

Minutes of the Veneta City Council

December 20, 2010

Present: Mayor Sharon Hobart-Hardin, T. J. Brooker, Darrell Carman, Marion Esty, and Sandra Larson

Others: Ric Ingham, City Administrator; Shauna Hartz, Finance Director; Sheryl Hackett, City Recorder; Brian Issa, Community Services Director; and Darci Henneman, Assistant City Recorder

Mayor Hobart-Hardin called the Veneta City Council to order at 7:03 p.m.

1. PUBLIC COMMENT

None

2. CONSENT AGENDA

MOTION: T. J. Brooker made a motion to approve the consent agenda as presented.

Vote: Marion Esty, aye; Darrell Carman, aye; Mayor Hobart-Hardin, aye; Sandra Larson, aye; and T. J. Brooker, aye.

The consent agenda as approved included Minutes for November 8, 2010, Accounts Paid through December 7, 2010, the Civic Calendar for January 2011, and the Public Works Activity Report for November 2010.

3. DEPARTMENT REPORTS

a. FROM MAYOR/COUNCILORS

Eugene City Council Public Hearing on the Water Pipeline Project

Mayor Hobart-Hardin said 13 people spoke at the December 13th Eugene City Council public hearing on behalf of the City of Veneta and the EWEB water pipeline. The Eugene City Council will have a work session on January 11th and make a final decision on January 24th. The Eugene City Council felt they need to ratify the agreement between the City of Veneta and EWEB. None of the people in opposition of the pipeline spoke. Mayor Hobart-Hardin felt the meeting had a very positive outcome.

b. COUNCIL/COMMITTEE LIAISONS

Mayor Hobart-Hardin said this was the first year the Park Board entered a float in the Light Parade. There were 54 participants in this year's Light Parade. She is continually impressed with the Park Board members and their commitment to the community.

Darrell Carman attended the LCOG meeting last week. We should have received a letter with several recommendations. Darrell said several LCOG members didn't want to approve the item without running it by the boards.

Ric said the item didn't require action but he will provide the Councilors with a copy of the letter Darrell Carman is referring to.

Marion Esty said the Library Foundation committee will meet with the regular Library Board on an annual basis beginning in January, 2011.

4. STAFF REPORTS

a. CITY RECORDER.....SHERYL HACKETT

- (1) **Resolution 1042 – A RESOLUTION ESTABLISHING STREET RENAMING AND ADDRESS CHANGE FEES**

On October 25, 2010 the Council adopted Ordinance 498 which established a process for changing addresses or renaming streets. The Ordinance also establishes an appeal process for property owners who object to changes and states that fees for processing changes and appeals shall be established by resolution. If adopted, Resolution 1042 will establish fees allowed by Ordinance 498 for renaming streets and changing addresses and will also include an appeal process. The suggested fees are based on a conservative estimate of staff time involved. The actual cost of sending notices would be charged separately because it can vary by the number of residents affected. Without the fees the City would have to absorb the costs which would have a financial impact. The Council had voiced their concerns that residents may incur some costs when an address is changed. To help address the cost issues staff suggested including a provision to refund the fee if the appellant prevails on a staff initiated change. Staff recommended the Council adopt resolution 1042.

In response to a question from T. J. Brooker, Sheryl said if a resident wanted to change a street name, fees associated with the plat and sign changes would be in addition to the standard fee set. The person requesting the change would bear the cost.

In response to a question from Mayor Hobart-Hardin, Sheryl said staff did not research what other cities charge. The fee schedule was established by calculating staff time, i.e., research time, address changes on maps, Council presentation, notifying property owners, etc.

MOTION: T. J. Brooker made a motion to approve Resolution 1042. Sandra Larson seconded the motion which passed with a vote of 5-0.

(2) Review of Municipal Court Services

At the last Goal Setting Session the Veneta City Council directed staff to review and update its outstanding contracts. During the course of that review staff has reviewed the engineering, law enforcement and Municipal Court service contracts. The engineering and law enforcement contracts were recently updated. During that review staff noted that the office of Municipal Court Judge has not been updated since February 1999. Based on the City Charter, only the Mayor can remove and appoint the office of Municipal Court Judge. After a review of services and fees, staff is recommending the Mayor remove the current judge and solicit applications for a new Municipal Court Judge in order to bring the contract and fees under review. The current Judge would be welcome to reapply. Upon receipt of applications staff will evaluate the qualifications and any potential cost savings and report back to the Council. The Council has two options, (1) Retain the current Municipal Court Judge or (2) solicit for a new Municipal Court Judge. Staff is recommending the Mayor remove the current Municipal Court Judge and direct staff to solicit for a Municipal Court Judge to bring its current contract up-to-date.

MOTION: T. J. Brooker made a motion to direct the Mayor to remove the current Municipal Court Judge. Sandra Larson seconded the motion which passed with a vote of 5-0.

b. FINANCE DIRECTOR.....SHAUNA HARTZ

(1) First Quarter Financial Report FY 2010/2011

Shauna presented the 1st quarter financial report to the Council and asked if they had any questions.

In response to a question from T. J. Brooker, Ric said the capital outlay for water/sewer and streets improvements have been transferred into the West Broadway capital project fund.

(2) Background Information for Proposed Sewer and Water Rate Increases

The Council has asked staff to periodically present resolutions to increase water and sewer base and use fees to the Council for consideration. The resolutions being presented at this time are to increase the sewer base and use fees by 2% and the water base and use fees by 3%. The 2% sewer base and use fee equates to an increase of 91 cents per month for residential accounts and 93 cents per month for commercial accounts.

(3) Sewer Rate Increase

(a) Public Comment: None

(b) **Resolution No. 1040** – A RESOLUTION ESTABLISHING SEWER CONNECTION CHARGES AND MONTHLY BASE FEES FOR USERS OF THE VENETA MUNICIPAL SEWER SYSTEM AND REPEALING RESOLUTION NO. 1024

MOTION: T. J. Brooker made a motion to approve Resolution 1040. Marion Esty seconded the motion which passed with a vote of 5-0.

(4) Water Rate Increase

The 3% water base increase equates to 29 cents per month for residential accounts and 56 cents per month to commercial accounts.

(a) Public Comment: None

(b) **Resolution No. 1041** - A RESOLUTION ESTABLISHING WATER FEES AND RATES FOR USERS OF THE VENETA MUNICIPAL WATER SYSTEM AND REPEALING RESOLUTION NO. 1030

MOTION: T. J. Brooker made a motion to approve Resolution 1041. Marion Esty seconded the motion which passed with a vote of 5-0.

c. PUBLIC WORKS SUPERINTENDENT.....KYLE SCHAUER

(1) UV Disinfection Upgrade for the Wastewater Treatment Plant

At Kyle's request, Civil West Engineering prepared a proposal to design planned improvements to the Ultra Violet (UV) Disinfection System at the Wastewater Treatment Plant. When the Wastewater Master Plan was adopted in 2009 the current UV system at the plant was at capacity. The project is identified in the Capital Improvement Plan adopted by the Council in 2009 and was included in the 2010-11 adopted budget. The estimated fee is \$49,400. Staff recommended the

Council give authorization to accept Civil West Engineering's proposal for the design of the UV Disinfection System upgrade and to proceed with the project.

In response to a question from Mayor Hobart-Hardin, Kyle said the UV Disinfection System upgrade should add another 20 years to the wastewater plant. At that time, the entire plant will more than likely need updating.

MOTION: T. J. Brooker made a motion to authorize the acceptance of Civil West Engineering's proposal to design the UV Disinfection upgrades for the City's Wastewater Treatment Plant. Marion Esty seconded the motion which passed with a vote of 5-0.

(2) W. Broadway Project Update

This project is moving right along and is just about finished. The street lights and landscaping are mostly completed. But the detention swale along Waldo from Second Street to Territorial is taking on too much water due to the heavy rains. Most of the landscaping along the pond has shifted downstream due to loose and unstable soil from all the rain. The landscaping will be redone after things dry out.

Mayor Hobart-Hardin and Sandra Larson have both received many positive comments about the entire area.

Ric suggested hosting some kind of dedication ceremony with LTD and ODOT and the Connect Oregon program some time around Earth Day/Arbor Day and get the date on everyone's calendars (ODOT, LTD, etc.). April 29th is Earth Day/Arbor Day.

(3) Recognition for Chief Marty Nelson

Kyle said several months ago the Council authorized the City to purchase a \$250 brick for Chief Nelson. Unfortunately, the brick campaign ended prior to this idea and it is not known if the City will sponsor another brick campaign. Staff suggested purchasing a bench to place in the swimming pool lobby with his name on a plaque.

It was the consensus of the Council to direct staff to pursue the bench idea and provide an update at a future meeting.

d. COMMUNITY SERVICES DIRECTOR.....BRIAN ISSA

(1) Pipeline Water Rate Analysis

At the November 22nd meeting the City Council approved the next round of financial analysis to include an assumed 50% SDC recovery rate; use of \$1,077,101 in Urban Renewal funds; and financing of the Eugene portion of the pipeline through EWEB. Don Ganer of FCS ran the numbers with the updated assumptions which revealed a substantial decrease from previous iterations of the model which is largely attributed to ensuring that expenses are not double counted and by including the Urban Renewal contribution. Staff would like direction from the Council on how to proceed with public outreach on the proposed schedule using the new numbers.

Mayor Hobart-Hardin said we need to look at comparisons and make sure they are consistent with one another. There should be a brief cost comparison of each water source option (pipeline, well exploration and groundwater) at the Town Hall meeting. The additional details shouldn't be included but focus on the pipeline and make it as

clear as possible.

In response to a question from Darrell Carman, Brian said Don Ganer of FCS was attempting to provide a picture of what the increases for all water systems would be up through 2020.

T. J. Brooker said we need to respect the public. He felt they would be more interested in knowing the entire costs and those figures need to be on hand so we can answer questions.

Marion Esty agreed the data should be on hand if questions are asked. She is concerned that if we don't provide everything up front that may scare people away and give the idea that residents are signing off on something but they don't know what the future costs would be.

Ric said once we get the go ahead from the Eugene City Council we will need to provide the price comparisons and the discussion will be on both options. Staff is concerned if we include all that information now and try to include every scenario in the presentation it's not going to come out very clear. Ric would like to provide the entire story but we need to make sure the information is correct.

In response to a question from T. J. Brooker, Ric said we could request Don develop solid figures for groundwater but that information is six to 12 weeks out.

Darrell Carman has heard concerns from residents about the amount of water we have.

Ric said when we get the most current figure we will be able to answer all the questions that come our way but we need to clearly show that due diligence has been done. The original estimate was 122% increase the first month, currently that's down to 7% and over a 10 year period, the increase is 80%. Working with Rural Development and our congressional delegates we could get it down even more. We also need to remind residents the City is required to provide a 20 year water supply.

Ric said many things need to be explained: Why the City is leaning toward the pipeline as the preferred alternative? Should the multiple stages of the funding package be explained? Why are we making these recommendations? How do we explain what the project is about and how are we going to make it happen?

Staff would like to provide the first year costs for now and deal with future rates as things go on. There will likely be a rate increase in 2014 and subsequent increases thereafter and we need to make sure we don't downplay the potential CIP increases.

Brian said total estimated project costs for the pipeline is 17 million and well exploration costs are 19.5 million which will more than likely double or triple.

Darrell Carman said the majority of residents want to know how it will affect them and what each option will cost.

Sandra Larson agreed but also said it's important to convey that doing nothing is not an option.

Staff needs clarity on the CIP projects through 2020 and these policy questions will be discussed at the January 11th Work Session.

After a lengthy discussion, it was the consensus of the Council that the final focus of the Town Hall and Public Hearings will be a discussion on comparisons of pipeline costs and well exploration and development costs.

e. CITY ADMINISTRATOR.....RIC INGHAM

- (1) 2010 City County Insurance/League of Oregon Cities Safety and Wellness Award
Ric said the City received a silver award from County Insurance for a reduction in Workman's Compensation claims and a 99% staff enrollment in the wellness program.

- (2) City Council Meeting Schedule - January 10, 2011 and subsequent meetings for January and February 2011

The first January Council meeting is scheduled for January 10, 2011. However, this is also the night of the BCS Bowl game. In order to change the meeting date, a consensus of the Council is required. Staff has also scheduled a work session for that night. Staff suggested rescheduling the meeting to Tuesday, January 11, 2011.

MOITON: Darrell Carman made a motion to change the January 10, 2011 meeting to January 11, 2011 starting with a Work Session at 5:30 p.m. and the regular City Council meeting at 7:00 p.m. Marion Esty seconded the motion which passed with a vote of 5-0.

- (3) Council Goal Setting Session
Ric would like to schedule the 2011 Goal Setting Session for Saturday, February 5th. If there is a consensus on that date he will start working with a facilitator.

It was the consensus of the Council to have the Goal Setting Session on Saturday, February 5th.

5. **OTHER**

Mayor Hobart-Hardin introduced members of Boy Scout Troop 54 who attended tonight's meeting in order to receive the Community Merit Badge. Troop 54 is sponsored by Valley United Methodist Church.


Sheryl said Brittany Boothe, who is the write-in candidate for City Councilor, has accepted the position and has completed all the necessary paperwork. She will be attending the January 11, 2011 City Council meeting.

6. **ADJOURN**

Mayor Hobart-Hardin adjourned the Veneta City Council at 8:31 p.m.


Sharon Hobart-Hardin, Mayor

ATTEST:


Darci Henneman, Assistant City Recorder
(minutes prepared by Dhenneman)